**Risk Assessment Checklist**

# Engineering Process

* 1. Requirements

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Are the requirements stable? | Yes |
| 2 | Are there requirements you know should be in the specification but aren’t? | Yes |
| 3 | Does the customer have unwritten requirements/ Expectations? | Yes |
| 4 | Are the external interfaces completely defined? | Yes |
| 5 | Are you able to understand the requirements as written/Communicated? | Yes |
| 6 | Are there any ambiguities or problems of interpretation? | No |
| 7 | Are there any requirements that may not specify what the customer really wants? | No |
| 8 | Do you and the customer understand the same thing by the requirements? | Yes |
| 9 | Are there any measures defined and identified about handling change in the requirements and the timelines? | Yes |

* 1. Design

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Are there any potential problems in meeting functionality requirements? | No |
| 2 | Are there any requirements or functions which are difficult to design? | No |
| 3 | Are the internal interfaces well defined? | Yes |
| 4 | Is there a process for defining internal interfaces? | Yes |
| 5 | Is hardware being developed in parallel with software? | Yes |
| 6 | Is the product difficult or impossible to test? | No |
| 7 | Does the design include features to aid testing? | Yes |
| *8* | Does the hardware limit your ability to meet any requirements?  *Architecture, Memory capacity, Throughput, Real-time response, Response time, Recovery timelines, Database performance, Functionality, Reliability, Availability* | No |

* 1. Code and Unit Test

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Are any parts of the product implementation not completely defined by the design specification? | Yes |
| 2 | Are the selected algorithms and designs easy to implement? | Yes |
| 3 | Do you begin unit testing before you verify code with respect to the design? | Yes |
| 4 | Has sufficient unit testing been specified? | Yes |
| 5 | Are the design specifications in sufficient detail to write the code? | Yes |
| 6 | Is the design changing while coding is being done? | No |
| 7 | Are the hardware specifications adequate to code the software? | Yes |
| 8 | Are the hardware specifications changing while the code is being written? | No |

* 1. Integration and Test

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Will there be sufficient hardware to do adequate integration and testing? | Yes |
| 2 | Will the target hardware be available when needed? | Yes |
| 3 | Have acceptance criteria been agreed to for all requirements? | Yes |
| 4 | Are the external interfaces defined, documented, and baselined? | Yes |
| 5 | Are there any requirements that will be difficult to test? | No |
| 6 | Was sufficient product integration been specified? | Yes |
| 7 | Was adequate time been allocated for product integration and test? | Yes |
| 8 | Was sufficient system integration been specified? | Yes |
| 9 | Was adequate time been allocated for system integration? | Yes |
| 10 | Will the product be integrated into an existing system? | Yes |
| 11 | Will system integration occur on customer site? | Yes |

* 1. Work Environment

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Are all staff levels oriented toward quality procedures? | Yes |
| 2 | Does schedule get in the way of quality? | No |
| **3** | Do people work cooperatively across functional boundaries? | Yes |
| 4 | Do people work effectively towards common goals? | Yes |
| 5 | Is there poor awareness of mission or goals; poor communication of technical information among peers and managers? | No |
| **6** | Is there a non-productive, non-creative atmosphere? | No |
| 7 | Do people feel that there is no recognition or reward for superior work? | No |

# Program Constraints

* 1. Resources

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Do you have access to the right people when you need them? | Yes |
| **2** | Is the budget stable? | Yes |
| 3 | Is the budget based on a realistic estimate? | Yes |
| 4 | Is there anything for which adequate budget was not allocated? | No |
| 5 | Do budget changes accompany requirement changes? | Yes |

* 1. Program Interfaces

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Criteria** | **Yes / No** |
| 1 | Does the customer understand the technical aspects of the system? | Yes |
| 2 | Does the customer understand software? | Yes |
| 3 | Does the customer interfere with process or people? | No |
| 4 | Does the management present a realistic or optimistic picture to the customer? | Yes |
| **5** | Is there a lack of support or micro management from Senior management? | No |

\***Risk Assessment Owner** – MD, Director & PM